

## MINUTES

### DES MOINES CITY COUNCIL CITIZENS ADVISORY COMMITTEE MEETING City Council Chambers VIA ZOOM

Wednesday, June 25, 2025 - 6:00 PM

#### CALL TO ORDER

Deputy Mayor Harry Steinmetz called the meeting to order at 6:01PM

#### ROLL CALL

Harry Steinmetz, Deputy Mayor; Traci Buxton, Mayor; Susan White; Lisa Franz; Lin Cashman; Corrine Anderson-Ketchmark; Victoria Andrews; MaryEllen Laird; Rick Laycock; Bettina Carey; Charlene Bacalzo; Jeff Crompe; Randy Richards; Colleen Gants; Aileen Evans; Magdalena Herrera; Barton DeLacy; Eddy Duggar; Bonnie Wilkins, Director of Administrative Services; Sara Lee, Deputy City Clerk

#### DISCUSSION ITEMS

There was discussion on how many terms a member can serve on the Citizens Advisory Committee, including Appointive Committees. A ranking paper was passed out to all committee members to rank what subcommittee they would like to serve in order of preference. This will be helpful in placing committee members onto subcommittees of preference.

#### AGENDA

Item 1: Citizens Advisory Board Overview

**Question 1:** Is 5 a sufficient minimum number of subcommittee members (per subcommittee) to achieve the subcommittee's intended purpose?

**Question 2:** is 9 a sufficient maximum number of subcommittee members (per subcommittee) to promote efficiency while also getting a diverse range of opinions?

#### **Action/Direction**

**Motion** made by Bettina Carey that **53** be a sufficient minimum number of subcommittee members (per subcommittee) to achieve the

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subcommittee's intended purpose and 9 to be a sufficient maximum number of subcommittee members (per subcommittee) to promote efficiency while also getting a diverse range of opinions; seconded by Rick Laycock.

The motions passed unanimous by the current (at meeting time) members of the Citizens Advisory Committee. (MaryEllen Laird, Rick Laycock, Bettina Carey, Charlene Bacalzo, Colleen Gants, Magdalena Herrera, Eddy Duggar)

**Question 3:** Should a subcommittee be reconstituted every 2 years in the interest of fairness?

**Action/Direction**

**Motion** made by Bettina Carey that the subcommittee's be reconstituted every 4 years, with a review every 2 years; seconded by Charlene Bacalzo.

The motion passed 6-1 by current (at meeting time) members of the Citizens Advisory Committee.

**For:** MaryEllen Laird, Rick Laycock, Bettina Carey, Charlene Bacalzo, Colleen Gants, Magdalena Herrera

**Against:** Eddy Duggar

Magdalena asked if Senior Services, Human Services and Arts Commission Powers of Duties could be sent out to Citizens Advisory Board members so they have an idea of what type of work is involved being on a subcommittee.

**Question 4:** Currently Councilmembers attending the meeting take information back to City Council to provide updates.

- Is this current practice satisfactory; OR
- Does the Citizens Advisory Board want to designate an individual to take information back to Council

**Action/Direction**

**Motion** made by Bettina Carey that a member of the Citizens Advisory Board report out to Council after each meeting with members to be designated at each meeting; seconded by Eddy Duggar.

The motion passed 6-1 by current (at meeting time) members of the Citizens Advisory Committee.

**For:** MaryEllen Laird, Rick Laycock, Bettina Carey, Charlene Bacalzo, Colleen Gants, Eddy Duggar

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**Against:** Magdalena Herrera.

Item 2: 2025 Work Plan

There were no other items added to the current work plan.

Item 3: Discussion and Feedback

There was no additional discussion and feedback.

## **ADJOURNMENT**

### **Action/Direction**

**Motion** made by Charlene Bacalzo to adjourn; seconded by MaryEllen Laird.

The meeting was adjourned at 7:42PM